

DRAFT DIRECTIVE TRANSMITTAL
WORKFORCE INVESTMENT ACT

Number: WIADD-57

Date: June 19, 2003

TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: LOCAL AREA PERFORMANCE LEVELS FOR PY 2002-03, 2003-04
AND 2004-05

☒ **IMMEDIATE ACTION**

Bring this draft to the attention of the appropriate staff.

☒ **E-MAIL COPY TRANSMITTED**

Number of pages (including coversheet): 14

If there are any problems with this transmittal, please call Celia Guzman at 916/654-9767.

SUBJECT MATTER HIGHLIGHTS:

Please review and comment on the attached draft directive.

COMMENTS ARE DUE BY:

7/3/03

Comments can be submitted through one of the following ways:

- 1) **Web site** — www.edd.ca.gov/wiarep/wiainp.htm
- 2) **Fax** — WID, Attention: **Tina Fitzgerald** at 916/654-9586
- 3) **E-Mail** — tfitzger@edd.ca.gov (Include "draft comments" in the subject line)
- 4) **Mail** — WID / P.O. Box 826880 / MIC 69 / Sacramento, CA 94280-0001

All comments received by the end of the comment period will be considered before the final directive is issued. However, we will not be able to individually respond to comments. **Comments received after the specified due date will not be considered.**

If you have any questions, contact your WID Regional Advisor at (916) 653-6347.

DRAFT DIRECTIVE

WORKFORCE INVESTMENT ACT

Number:

Date:

69:214:pc:7255

TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: LOCAL AREA PERFORMANCE LEVELS FOR PY 2002-03, 2003-04
AND 2004-05.

EXECUTIVE SUMMARY:

Purpose:

The purpose of this directive is to make the Local Workforce Investment Area (LWIA) performance goals for Program Year (PY) 2002-03 (PY 2002) final and outline the process to begin LWIA negotiations for PY 2003-04 (PY 2003) levels.

Scope:

This directive applies to the LWIAs.

Effective Date:

This directive is effective on the date of issuance.

REFERENCES:

- Workforce Investment Act (WIA) Sections 136(b) and 136(c)
- Title 20 Code of Federal Regulations (20 CFR) Part 666
- Training and Employment Guidance Letters (TEGL) 7-99, 8-99, 11-01, 22-02
- Workforce Investment Division Directives WIAD02-10, WIAD01-11
- Workforce Investment Division Information Bulletins WIAB02-37, WIAB00-17
- Training and Employment Notice (TEN) 8-02

STATE-IMPOSED REQUIREMENTS:

This directive contains some state-imposed requirements. These requirements are indicated by ***bold, italic type***.

FILING INSTRUCTIONS:

Retain this Directive until further notice.

BACKGROUND:

The WIA requires that states reach agreement with the Secretary of Labor on state-level performance goals for the 15 WIA Title IB core performance measures and customer satisfaction. In addition, WIA Section 136(c)(2) states that the local board, the chief elected official and the Governor shall negotiate and reach agreement on the local levels of performance. Working in collaboration with the California Workforce Investment Board, the Employment Development Department's (EDD) Workforce Investment Division (WID) has been delegated the responsibility for the negotiation of the State and local performance goals under the WIA Title IB. The performance measures are described in WIA Section 136 and defined in detail in [Training and Employment Guidance Letter 7-99](#).

In accordance with WIA Section 136(b)(3)(A)(iii), the WID reached an agreement with the Secretary of Labor on PY 2000 through PY 2002 state-level performance goals in June 2000. PY 2000 local area goals were issued in a letter to the local areas on July 27, 2000 (refer to Information Bulletin WIAB00-17), and WID issued PY 2001 local area goals in Information Bulletin WIAB02-37. Directive [WIAD02-10](#) established the procedure for negotiation of PY 2002 goals.

As required under WIA Section 136(b)(3)(v), the WID has reached an agreement with the Secretary of Labor regarding State levels of performance for PY 2003 and PY 2004. These negotiations were completed May 7, 2003, and confirmed in a letter from the Director of EDD to the Department of Labor (DOL) Region VI Administrator dated May 22, 2003.

POLICY AND PROCEDURES:

Attachment 1 to this directive provides the final State and LWIA performance levels for PY 2002. These goals will be used for evaluation of performance and the award of incentives as specified in [WIAD01-11](#). However, it should be noted that the Adult and Youth Employment and Credential goals might be subject to change. California has requested renegotiation of these goals from the Department of Labor. If the Secretary of Labor approves lower goals for these measures for PY 2002, the lower goals will become the LWIA goals.

The LWIAs should prepare their local performance proposals for PY 2003 and submit them to the WID for approval no later than August 29, 2003. Please note that the Credential rates and Diploma rate are not negotiable. The LWIAs' goals for these measures will be the same as the State goal. Because we anticipate redefinition of the performance measures by the DOL for PY 2004 and, consequently, expect full renegotiation of these goals with the Secretary of Labor, WID is not requesting local performance proposals for PY 2004.

When preparing the local area's performance proposal the local board should consider:

- ***The Governor's performance goals for PY 2003-04;***
- ***Local area economic conditions, client characteristics and the service mix available to clients relative to the balance of the State; and***
- ***The degree to which the proposed goals reflect continuous performance improvement.***

The timeline for submission of local performance proposals is intended to allow local boards to consider performance goals as part of the Local Plan Modification process. However, the performance proposals should not be submitted with the Plan Modification packet. To begin the negotiation process for PY 2003, each local area should send a performance proposal to:

***Mr. Bob Hermsmeier, Chief
Workforce Investment Division
Employment Development Department, MIC 69
PO Box 826880
Sacramento, CA 94280-0001***

Letters must be postmarked no later than August 29, 2003. The letter must be signed by the Chair of the Local Board and should include the following information:

- ***The LWIA's desired performance levels, taking into account the statewide performance levels. These levels are included as Attachment 2 to this directive.***
- ***The rationale for the proposed performance goals based on the economics, demographics and service mix within the LWIA.***
- ***A designated contact person responsible for the local performance negotiation process.***

ACTION:

This directive should be called to the attention of the Chief Elected Official (CEO) and the Local Board for consultation. Local boards, local area administrators and staff should carefully review the final performance goals for PY 2002-03 and take action at the local level, as appropriate. The CEO and local boards should take immediate action to prepare initial performance proposals for PY 2003.

INQUIRIES:

Questions regarding this policy and procedure should be directed to Ms. Tina Fitzgerald in the WID Performance Management Unit at (916) 654-6634, or the Regional Advisor assigned to your LWIA.

BOB HERMSMEIER
Chief
Workforce Investment Division

Attachments

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PY 2002-03 Performance Goals by Local Area

ADULT	% Entered Employment	% Retention Rate	Earnings Change (\$)	% Employment & Credential Rate
Alameda	66	78	3600	60
Anaheim	71	80	3800	60
Carson/Lomita/Torrance	67	72	3400	60
Contra Costa	71	81	3900	60
Foothill	67	75	3600	60
Fresno	63	72	3400	60
Golden Sierra	70	75	3800	60
Humboldt	77	82	4000	60
Imperial	63	70	3400	60
Kern/Inyo/Mono	63	72	3400	60
Kings	63	72	3400	60
Los Angeles City	68	76	3700	60
Los Angeles County	68	76	3700	60
Long Beach	67	74	3700	60
Madera	63	72	3400	60
Marin	68	75	3500	60
Mendocino	76	82	3700	60
Merced	63	72	3400	60
Mother Lode	71	81	3400	60
Monterey	69	73	3400	60
Napa	74	77	3800	60
North Central Con.	68	74	3600	60
NORTEC	75	82	3600	60
NOVA	72	83	4700	60
Oakland	62	73	3500	60
Orange	72	80	3800	60
Richmond	72	81	3500	60
Riverside	77	84	3500	60
Sacramento	68	74	3600	60
Santa Ana	73	81	3700	60
Santa Barbara	78	88	4000	60
San Benito	65	70	3500	60
San Bernardino City	70	79	3500	60
San Bernardino County	72	80	3500	60
South Bay	68	73	3600	60
Santa Cruz	71	79	3500	60
San Diego	73	81	3600	60
SELACO	67	73	3500	60
San Francisco	68	80	3800	60
San Joaquin	70	73	3500	60
San Jose City	69	73	3900	60
San Luis Obispo	72	87	3500	60

Adult, Continued

San Mateo	70	77	4100	60
Solano	68	87	3400	60
Sonoma	72	78	4200	60
Stanislaus	63	72	3400	60
Tulare	63	72	3400	60
Verdugo	70	81	3600	60
Ventura	65	75	3500	60
Yolo	71	78	3800	60
CALIFORNIA TOTAL	70	78	3700	60

PY 2002-03 Performance Goals by Local Area

DISLOCATED WORKERS	% Entered Employment	% Retention Rate	% Earnings Replacement	% Employment & Credential Rate
Alameda	72	87	86	45
Anaheim	70	85	88	45
Carson/Lomita/Torrance	66	83	86	45
Contra Costa	75	88	88	45
Foothill	67	82	86	45
Fresno	68	81	85	45
Golden Sierra	72	85	87	45
Humboldt	72	86	88	45
Imperial	63	75	84	45
Kern/Inyo/Mono	68	81	85	45
Kings	68	81	85	45
Los Angeles City	68	83	88	45
Los Angeles County	68	83	88	45
Long Beach	70	85	88	45
Madera	68	81	85	45
Marin	73	89	87	45
Mendocino	69	85	88	45
Merced	68	81	86	45
Mother Lode	74	85	88	45
Monterey	69	82	87	45
Napa	72	87	88	45
North Central Con.	68	81	86	45
NORTEC	69	84	88	45
NOVA	69	85	88	45
Oakland	69	84	86	45
Orange	70	85	88	45
Richmond	71	85	87	45
Riverside	72	85	88	45
Sacramento	72	84	86	45
Santa Ana	69	85	87	45
Santa Barbara	71	86	86	45
San Benito	66	80	86	45
San Bernardino City	70	85	87	45
San Bernardino County	74	85	88	45
South Bay	69	83	88	45
Santa Cruz	72	84	87	45
San Diego	71	86	87	45
SELACO	66	82	86	45
San Francisco	70	85	86	45
San Joaquin	69	83	86	45
San Jose City	69	84	88	45
San Luis Obispo	73	89	88	45
San Mateo	72	87	86	45
Solano	76	86	88	45

Dislocated Workers, Continued

Sonoma	75	86	88	45
Stanislaus	68	81	85	45
Tulare	68	81	85	45
Verdugo	68	83	88	45
Ventura	72	88	88	45
Yolo	73	86	85	45
CALIFORNIA TOTAL	70	85	88	45

PY 2002-03 Performance Goals by Local Area

OLDER YOUTH	% Entered	% Retention	Earnings	% Credential
	Employment	Rate	Change (\$)	Rate
Alameda	58	71	2500	45
Anaheim	56	71	2600	45
Carson/Lomita/Torrance	62	66	2300	45
Contra Costa	55	71	2700	45
Foothill	58	73	2700	45
Fresno	55	69	2300	45
Golden Sierra	61	76	2600	45
Humboldt	60	74	2600	45
Imperial	55	70	2300	45
Kern/Inyo/Mono	55	69	2300	45
Kings	55	69	2300	45
Los Angeles City	58	72	2700	45
Los Angeles County	58	72	2700	45
Long Beach	56	69	2700	45
Madera	55	69	2300	45
Marin	57	73	2700	45
Mendocino	60	76	2700	45
Merced	55	69	2400	45
Mother Lode	65	71	2500	45
Monterey	60	77	2600	45
Napa	59	81	2500	45
North Central Con.	55	69	2400	45
NORTEC	60	75	2900	45
NOVA	63	73	2700	45
Oakland	52	72	2600	45
Orange	56	71	2500	45
Richmond	56	75	2100	45
Riverside	56	70	2400	45
Sacramento	59	75	2500	45
Santa Ana	58	73	2600	45
Santa Barbara	58	71	2500	45
San Benito	55	70	2700	45
San Bernardino City	56	68	2800	45
San Bernardino County	58	78	2500	45
South Bay	65	75	2600	45
Santa Cruz	52	71	2600	45
San Diego	61	76	3400	45
SELACO	62	63	2300	45
San Francisco	55	80	2900	45
San Joaquin	57	69	2300	45
San Jose City	59	73	2700	45
San Luis Obispo	55	68	2800	45
San Mateo	55	80	2700	45

Older Youth, Continued

Solano	60	70	2500	45
Sonoma	59	74	2800	45
Stanislaus	55	69	2300	45
Tulare	55	69	2300	45
Verdugo	60	76	2700	45
Ventura	59	78	2600	45
Yolo	58	79	2900	45
CALIFORNIA TOTAL	58	74	2700	45

PY 2002-03 Performance Goals by Local Area

YOUNGER	Skill Attainment	Diploma	Retention
YOUTH	Rate	Rate	Rate
Alameda	71	45	43
Anaheim	77	45	46
Carson/Lomita/Torrance	74	45	43
Contra Costa	79	45	47
Foothill	72	45	43
Fresno	69	45	43
Golden Sierra	76	45	46
Humboldt	77	45	46
Imperial	70	45	42
Kern/Inyo/Mono	72	45	43
Kings	71	45	43
Los Angeles City	74	45	44
Los Angeles County	74	45	44
Long Beach	76	45	46
Madera	73	45	43
Marin	79	45	47
Mendocino	75	45	45
Merced	70	45	42
Mother Lode	73	45	44
Monterey	74	45	44
Napa	73	45	44
North Central Con.	72	45	43
NORTEC	75	45	45
NOVA	77	45	46
Oakland	74	45	42
Orange	77	45	46
Richmond	77	45	46
Riverside	77	45	46
Sacramento	76	45	46
Santa Ana	75	45	46
Santa Barbara	77	45	46
San Benito	70	45	42
San Bernardino City	74	45	44
San Bernardino County	76	45	45
South Bay	75	45	45
Santa Cruz	75	45	44
San Diego	77	45	45
SELACO	72	45	43
San Francisco	73	45	44
San Joaquin	71	45	43
San Jose City	75	45	45
San Luis Obispo	75	45	45
San Mateo	78	45	47

Younger Youth, Continued

Solano	76	45	45
Sonoma	79	45	48
Stanislaus	70	45	43
Tulare	72	45	43
Verdugo	74	45	44
Ventura	76	45	46
Yolo	73	45	44
CALIFORNIA TOTAL	75	45	45

STATE PERFORMANCE GOALS FOR PY 2003-2004

	Negotiated Agreement	
	PY 2003-04	PY 2004-05
Performance Measure	Goal	Goal
<u>Adult Program</u>		
Entered Employment	72%	72%
Retention	81%	82%
Wage Gain	\$3,400	\$3,450
Employment and Credential	50%	55%
<u>Dislocated Workers</u>		
Entered Employment	79%	79.5%
Retention	88%	88%
Wage Replacement	96%	96%
Employment and Credential	58%	58%
<u>Older Youth</u>		
Entered Employment	66%	67%
Retention	76.5%	78%
Wage Gain	\$3,000	\$3,000
Employment and Credential	30%	30%
<u>Younger Youth</u>		
Skill Attainment	76%	76.5%
Diploma or Equivalent	55%	55.5%
Retention (Education, Military or Employment)	53%	53.0%
<u>Employer Customer</u>		
Satisfaction (Index)	75	75
<u>Job Seeker Customer</u>		
Satisfaction (Index)	75	75